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EDUCATIONAL POLICIES COMMITTEE MINUTES
6 February 2014

A meeting of the Educational Policies Committee was held on 6 February 2014 at 3 p.m. in Old Main 136 (Champ Hall Conference Room)

Present: Larry Smith, Chair
 Ed Reeve, Curriculum Subcommittee Chair
 Scott Bates, Academic Standards Subcommittee Chair
 Norm Jones, General Education Subcommittee Chair
 Ed Reeve, College of Agriculture and Applied Sciences
 Kevin Olson, Caine College of the Arts
 Kelly Fadel, Huntsman School of Business
 Scott Bates, Emma Eccles Jones College of Education and Human
 Services
 Paul Barr, Engineering (representing Thom Fronk)
 Richard Mueller, College of Science
 Travis Peterson, Regional Campuses and Distance Education
 Kacy Lundstrom, Libraries
 Melanie Nelson, USU-Eastern
 Trevor Olsen, ASUSU President (representing Doug Fiefia)
 Roland Squire, Registrar's Office
 Cathy Gerber, Registrar's Office

Absent: Scott DeBerard, Graduate Council
 Eddy Berry, College of Humanities and Social Sciences
 Karen Mock, Quinney College of Natural Resources
 Brittney Garbrick, Graduate Studies Senator

Visitor: Dawn Kirby, SR Associate Dean, College of Humanities and Social
 Sciences

I. Approval of the minutes of the 9 January 2014 meeting

The minutes of the 9 January 2014 meeting were approved.

II. Subcommittee Reports

A. Curriculum Subcommittee (Ed Reeve)

Ed Reeve reviewed the Curriculum Subcommittee business.

All courses were approved.

The request from the Department of English to change the name of the Online Master of Science in English with Specialization in Technical Writing to Master of Technical Communication was postponed.

The request from the Department of Mathematics and Statistics to discontinue the Plan C Options in the MS Degree in Mathematics and the MS Degree in Statistics was approved pending revisions. (see below)

The request from the Department of Mathematics and Statistics to restructure the PhD in Mathematical Sciences by reducing the number of credits required was approved pending revisions. (see below)

Dual Listed Courses:

Currently, the rule is no dual listing is permitted among the 1000-5000 courses. This creates a problem for the Emma Eccles Jones College of Education and Human Services. Professional Development courses taken by post bachelor's teachers for recertification and endorsements are typically 5000 level courses. Can an exception be made to dual list the 3000 level and 5000 level courses that the Emma Eccles Jones College of Education and Human Services students take?

The Registrar's Office will review the Curriculum Subcommittee Handbook and Regents Policy and gather data from Banner and the General Catalog and submit this information to Scott Hunsaker and Richard Mueller who will propose a policy concerning this matter.

Norm Jones moved to approve the business of the Curriculum Subcommittee. Richard Mueller seconded; motion approved.

B. Academic Standards Subcommittee (Scott Bates)

No Report

C. General Education Subcommittee (Norm Jones)

GENERAL EDUCATION SUBCOMMITTEE MINUTES

January 21, 2014, 8:30 A.M.
Champ Hall Conference Room

Present: Charlie Huenemann, CHaSS; Vince Lafferty, Regional Campuses; Kacy Lundstrom, Library; Dick Mueller, Science; Dan McInerney, American Institutions; John Mortensen, Student Services; Stephanie Hamblin, University Advising; Harrison Kleiner, Connections; Melanie Nelson, USU Eastern; Michele Hillard, Secretary; Kathy Chudoba, Business; Lezlie Park, Writing Program; Dean Adams, Engineering; Karen Mock, Natural Resources; Rhonda Miller, Communications; Brian McCuskey, Humanities; Norm Jones, Chair; Larry Smith, Provost's Office; Eddy Berry, Social Sciences; Laura Gelfand, Art; Ryan Dupont, Life & Physical Sciences; Nick Morrison, Honors; Shelley Lindauer, FCHD

Absent: Doug Fiefia, ASUSU President; Lee Rickords, Agriculture; Cindy Dewey, Creative Arts; Mary Leavitt, Advising; Dan Coster, Quantitative Intensive;

Call to Order – Norm Jones

Approval of Minutes – December 10, 2013

Motion to approve made by Kathy Chudoba; seconded by Dean Adams

Course Approvals

ENGR 3080 (CI) **Approved via Electronic Vote**Rhonda Miller
Electronic vote 12/13/13

Motion made by Rhonda Miller; seconded by Richard Mueller

HIST/RELS/ARBC 3030 (DHA) **Approved**Brian McCuskey
Motion made by Brian McCuskey; seconded by Rhonda Miller

MUSC 3030 (DHA) **Pending**Cindy Dewey

RELS 3050 (DHA/CI) DHA Approved – **CI Pending** Brian McCuskey/Rhonda Miller

Course/Designation Removals

N/A

Syllabi Approvals

HONR 3020 (DHA) **Pending**Cindy Dewey

USU 1300 (BAI) Marko DeManjo **Pending**Dan McInerney

USU 1340 (BSS) Jennifer Truschka **Pending**Norm Jones

USU 1360 (BPS) Mary Hubbard **Approved via electronic vote 01/09/14** Ryan DuPont

Business

Report on Rubrics: USU 1300 written and submitted; awaiting responses

USU 1320 completed

USU 1330 completed revising web component; now working rubric

USU 1340 rubric approved by committee; going to instructors

USU 1360 final approved

.....There was a discussion of continuing the work on rubrics to include the Depth courses, and it was agreed that we would take this up at our next meeting.

Information

John Mortensen reports that the Gen Ed committee will soon receive a request for a new course to be admitted as a Quantitative Literacy course, Stats 1045 – a new 5-hour course which unites statistics with algebra.

Connections – The Connections Subcommittee has rewritten the course objectives and is rewriting all assignments. The goal is to help students understand the following:

- What is college for?
- How do you be a successful student?
- How do you connect with campus?

The first year of this new curriculum went well and the committee is working on improvements. It held a meeting of all who taught the course last year and asked for help in improving and clarifying the curriculum.

Next Meeting

Tuesday, February 18, 2014
Champ Hall Conference Room
8:30 a.m.

Richard Mueller moved to approve the business of the General Education Subcommittee. Kelly Fadel seconded; motion approved.

III. Other Business

Effective immediately, all R401's will need the approval of the Northwest Commission of Colleges and Universities after the Board of Regents has approved them. Departments will not be allowed to act on the proposals until Northwest has approved them.

Meeting adjourned 3:25 p.m.

Larry Smith conducted the meeting.

Cathy Gerber recorded the minutes.

Cover/Signature Page - Abbreviated Template

Institution Submitting Request: Utah State University

Proposed Title:

Currently Approved Title: Plan C Masters Degree in Mathematics

School or Division or Location: College of Science / Graduate School

Department(s) or Area(s) Location: Mathematics and Statistics

Recommended Classification of Instructional Programs (CIP) Code¹ (for new programs):

Current Classification of Instructional Programs (CIP) Code (for existing programs): 40.0801

Proposed Beginning Date (for new programs): Upon Approval

Institutional Board of Trustees' Approval Date:

Proposal Type (check all that apply):

R401-5		R401-6	
<i>Items submitted will be reviewed by OCHE. If there are any issues, the proposal will be returned for clarification/correction. If no issues, the proposal will be returned with a note of approval and the request will be placed on the General Consent Calendar of the next Regents' agenda.</i>		<i>Items submitted will be reviewed by OCHE. If there are any issues, the proposal will be returned for clarification/correction. If no issues, the proposal will be returned with a note of approval and the request will be placed on the General Consent Calendar of the next Regents' agenda.</i>	
Section #	Item	Section #	Item
4.1.5.2	<input type="checkbox"/> Minor*	6.1.1	<input type="checkbox"/> Reinstatement of Previously Suspended Program
5.1.1.1	<input type="checkbox"/> New Emphasis on an Existing Degree*	6.1.5	<input type="checkbox"/> Reinstatement of Previously Suspended Unit
5.1.2	<input type="checkbox"/> Certificate of Proficiency Not Eligible for Financial Aid		
5.1.3	<input type="checkbox"/> Out-of-Service Area Delivery of Programs		
5.1.4	<input type="checkbox"/> Name Change of Existing Programs		
	<input type="checkbox"/> Program Transfer		
5.1.5	<input type="checkbox"/> Program Restructure		
	<input type="checkbox"/> Program Consolidation		
5.1.6	<input checked="" type="checkbox"/> Program Discontinuation		
	<input type="checkbox"/> Program Suspension		
5.1.7	<input type="checkbox"/> Administrative Unit Creation		
	<input type="checkbox"/> Administrative Unit Transfer		
	<input type="checkbox"/> Administrative Unit Consolidation		
	<input type="checkbox"/> New Center		
5.1.8	<input type="checkbox"/> New Institute		
	<input type="checkbox"/> New Bureau		
5.1.9	<input type="checkbox"/> Graduate Certificate		

*Requires "Section VI: Program Curriculum" of Abbreviated Template

Chief Academic Officer (or Designee) Signature:

I certify that all required institutional approvals have been obtained prior to submitting this request to the Office of the Commissioner.

Signature

Date: October 29, 2013

Printed Name: Dr. Larry Smith

¹ CIP codes must be recommended by the submitting institution. For CIP code classifications, please see <http://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>.

Institution Submitting Proposal: Utah State University

College, School or Division in Which Program/Administrative Unit Will Be Located:

Department(s) or Area(s) in Which Program/Administrative Unit Will Be Located:

Program/Administrative Unit Title:

Recommended Classification of Instructional Programs (CIP) Code:

Certificate, and/or Degree(s) to Be Awarded:

Proposed Beginning Date: Upon Approval

Institutional Signatures (*as appropriate*):

Department Chair

Dean or Division Chair

D. Richard Cutler
Dept. Head, Mathematics and Statistics

James A. MacMahon
Dean College of Science

Mark R. McLellan, Vice President for Research
and Dean of Graduate Studies

Date: October 29, 2013

Program Request - Abbreviated Template
Utah State University
Department Mathematics and Statistics

Discontinuation of the Plan C Options in the M.S. Degree in Mathematics/M.S. Degree in Statistics

Section I: Request

Recently the Department of Mathematics and Statistics (Math/Stat) completed a review of its graduate programs. Currently, Math/Stat Master's students can complete an M.S. degree in one of three disciplines: Mathematics, Statistics, or Industrial Mathematics. Within each, a student can select either the Plan A (at least 30 credits, including 6-15 credits of research), Plan B (at least 30 credits, including 3 credits associated with a required report), or Plan C (at least 33 credits, all coursework).

In the review of Math/Stat graduate programs it was found that the Plan C option is not substantially different from the Plan B option, and has not been supported in practice by departmental faculty for some time. The faculty of the Department of Mathematics and Statistics decided collectively at least 5 years ago to effectively end the Plan C by not offering funding to any incoming student not opting for Plans A or B. The Plan C option does not comprise any research component, with the undesirable consequence that students under Plan C do not contribute in a meaningful way to the research efforts of the Department. The request of this R401 is to eliminate the Plan C option from the MS degree program in Mathematics and in the M.S. degree program in Statistics

Section II: Need

The Plan C option is not needed, as it is not substantially different from the current Plan B M.S. degree in either Mathematics or Statistics, and provides no research experiences that (under Plans A and B) provide critical benefits both for students and faculty in the Department.

Section III: Institutional Impact

The proposed changes will not affect existing administrative structures or existing facilities and will have essentially no impact on faculty and staff requirements.

Section IV: Finances

No costs or savings are anticipated to result from these program changes.

Section V: Program Curriculum

*****THIS SECTION OF THE ABBREVIATED TEMPLATE REQUIRED FOR EMPHASES AND MINORS ONLY.*****

As this request is for dropping a program only, there is no program curriculum associated with this request.

Cover/Signature Page - Abbreviated Template/Abbreviated Template with Curriculum

Institution Submitting Request: Utah State University

Proposed Title: PhD in Mathematical Sciences

Currently Approved Title: PhD in Mathematical Sciences

School or Division or Location: College of Science

Department(s) or Area(s) Location: Department of Mathematics and Statistics

Recommended Classification of Instructional Programs (CIP) Code¹ (for new programs):

Current Classification of Instructional Programs (CIP) Code (for existing programs): 27

Proposed Beginning Date (for new programs): Upon Approval

Institutional Board of Trustees' Approval Date: MM/DD/YEAR

Proposal Type (check all that apply):

Regents' General Consent Calendar Items		
<i>R401-5 OCHE Review and Recommendation: Approval on General Consent Calendar</i>		
SECTION NO.		ITEM
5.1.1	<input type="checkbox"/>	Minor*
5.1.2	<input type="checkbox"/>	Emphasis*
5.2.1	<input type="checkbox"/>	Certificate of Proficiency*
5.2.3	<input type="checkbox"/>	Graduate Certificate*
5.4.1	<input type="checkbox"/>	New Administrative Unit
	<input type="checkbox"/>	Administrative Unit Transfer
	<input type="checkbox"/>	Administrative Unit Restructure
	<input type="checkbox"/>	Administrative Unit Consolidation
5.4.2	<input type="checkbox"/>	New Center
	<input type="checkbox"/>	New Institute
	<input type="checkbox"/>	New Bureau
5.5.1	<input type="checkbox"/>	Out-of-Service Area Delivery of Programs
5.5.2	<input type="checkbox"/>	Program Transfer
	X	Program Restructure
	<input type="checkbox"/>	Program Consolidation
5.5.3	<input type="checkbox"/>	Name Change of Existing Programs
5.5.4	<input type="checkbox"/>	Program Discontinuation
	<input type="checkbox"/>	Program Suspension
5.5.5	<input type="checkbox"/>	Reinstatement of Previously Suspended Program
	<input type="checkbox"/>	Reinstatement of Previously Suspended Administrative Unit

*Requires "Section V: Program Curriculum" of Abbreviated Template

Chief Academic Officer (or Designee) Signature:

I certify that all required institutional approvals have been obtained prior to submitting this request to the Office of the Commissioner.

Signature

Date: 10/29/2013

Printed Name: Larry Smith

¹ CIP codes must be recommended by the submitting institution. For CIP code classifications, please see <http://nces.ed.gov/ipeds/cipcode/Default.aspx?y=55>.

Institution Submitting Proposal: Utah State University

College, School or Division in Which Program/Administrative Unit Will Be Located:

Department(s) or Area(s) in Which Program/Administrative Unit Will Be Located:

Program/Administrative Unit Title:

Recommended Classification of Instructional Programs (CIP) Code:

Certificate, and/or Degree(s) to Be Awarded:

Proposed Beginning Date: Upon Approval

Institutional Signatures (*as appropriate*):

Department Chair

Dean or Division Chair

D. Richard Cutler
Dept. Head, Mathematics and Statistics

James A. MacMahon
Dean College of Science

Mark R. McLellan, Vice President for Research
and Dean of Graduate Studies

Date: October 29, 2013

Program Request - Abbreviated Template
Utah State University
Department of Mathematics and Statistics PhD
10/03/2013

Section I: Request

Following a comprehensive self-evaluation, and based on the resulting five-year strategic plan for graduate studies strategic, the Department of Mathematics and Statistics (Math/Stat) requests to restructure its PhD program. For this degree program the current credit hour requirements are 90 for BS to PhD and 60 for MS to PhD for incoming students. Math/Stat proposes that the minimum credit hours be reduced to 72 credit hours for the BS to PhD (an 18-credit change), and 45 credit hours for the MS to PhD (a 15 credit-hour change).

Section II: Need

The PhD degree in the Department of Mathematics and Statistics is a dynamic and flexible program designed to prepare candidates for careers in academic research and teaching, collaborative science, and public and private enterprise. To that end, degrees can be completed in four specialties: Pure and Applied Mathematics, Interdisciplinary Studies, College Teaching, and Statistics. The PhD is awarded based on a combination of coursework (required both by the department and student's dissertation committee), demonstrated mastery of the student's area of research, and novel scholarly research. Most PhD candidates in the Department currently require more than 4 years (generally 5-6) to complete their respective programs, regardless of whether they begin either with a BS or MS. Reducing the required credit hours will unquestionably encourage greater efficiency in engaging students more quickly in their research areas and shorten their years to completion. However, aside from merely shortening the course requirements, there are several compelling reasons why this change will significantly improve the health of the Department's PhD program.

- First, nearly all of the Department's PhD students enter the program having taken some of the courses that are offered in the Department, and which they repeat for no other reason than the need to fulfill credit requirements.
- Second, in comparison to other departments of mathematics and statistics, and certainly relatively to other disciplines, PhD students in the Department of Mathematics and Statistics gain significant experience in the classroom. Most of the Department's graduate students are funded through teaching assistantships, providing an invaluable service for a department that covers more than 7% of all credit hours on the USU Logan campus. This benefits the graduate students in multiple ways: providing financial support, preparing them for potential careers that include teaching and mathematics education, and building their mastery of mathematical and statistical principles by teaching and mentoring others. In other words, while the Department's PhD students receive no credit for these efforts, their intensive teaching experiences nevertheless provide an important foundation for both their research and future careers. Reducing the credit requirements as suggested would significantly recognize this.
- Third, through extensive discussions Departmental faculty and within disciplinary subgroups, the Department has identified inefficiencies among some course offerings. These arise particularly where

content overlaps over two or more courses, or where content is outdated and should be revised to address the need for more modern approaches or skills (e.g., avoiding “reinventing the wheel” by spending inordinate time addressing older numeric or computational methods that are now considered conventional). By scrutinizing such courses, in the short term existing courses may easily be modified to cover more material by eliminating overlaps and updating content, hence in large part maintaining (and improving) breadth even while lowering the overall PhD credit requirement. In the long term, the Department is engaged in a continuing process of eliminating outdated or less useful classes that do not currently support active research areas, developing new courses that focus on modern methods that facilitate research, and shortening and sequencing existing courses in order to eliminate overlaps and leverage common fundamental skill sets required by multiple courses.

- Fourth, as the Department has modified graduate student incentives to encourage more rapid progress toward PhD completion. For example, Teaching Assistants in the Department receive stipend increases based on achieving specific benchmarks, and those raises have been tied more strictly to a schedule of year-to-year progress (first: program of study and committee; second: comprehensive exam; third: proposal defense). This will ensure that students take the initiative to engage in their research area more quickly, and the reduced credit requirement for the PhD program will facilitate this engagement.

These circumstances strongly convince Departmental faculty that the proposed PhD credit hour reduction – even if implemented unilaterally – will greatly enhance the Department’s doctoral program, and provide increased opportunity for growth. Most importantly, the recent self-study has revealed that the Department’s credit hour requirements significantly exceed nearly all peer institutions. In addition to some of the inefficiencies described above, the large credit hour requirements hamper recruitment efforts. Potential graduate students are not eager to join a program with outdated and onerous coursework requirements.

Section III: Institutional Impact

The proposed changes will require no new administrative structures, new faculty or staff, or new equipment or facilities. Enrollments will be positively impacted, first by allowing more competitive and effective recruitment, and second through increased participation in courses for which numbers have been consistently deflated by the significant number of PhD students who require more than 4 years to complete their programs.

Section IV: Finances

No additional costs are anticipated as a result of the proposed change. On the contrary, it is anticipated that this credit hour reduction will allow the Department to use funds for graduate education much more effectively, allowing PhD students to focus greater and more rapid attention on mastering their respective fields of study.

Section V: Program Curriculum

*****THIS SECTION OF THE TEMPLATE REQUIRED FOR EMPHASES, MINORS, AND CERTIFICATES ONLY*****

All Program Courses (with New Courses in Bold)

No new courses are required for this change.